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ABSTRACT

This annual report summarizes activities of the Alabama Public Library Service (APLS) for the fiscal year (FY) 1993. It begins with a letter from the director who gives an overview of the report and a listing of the Library Service Executive Board. The following general areas are then discussed: (1) agency services including the summer reading program, the state union list of serials, library operations, and the Blind and Physically Handicapped division; (2) circulation statistics including services for the blind and physically handicapped, number of items circulated in several areas, and reference requests; (3) continuing education activities for librarians; (4) APLS publications; (5) financial responsibilities; and (6) a list of libraries that received state and federal aid including Library Services and Construction Act (LSCA) grant recipients. Staff members of the Alabama Public Library Service are listed. (JLB)

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ALABAMA PUBLIC LIBRARY SERVICE

ANNUAL REPORT

1993

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1993 Annual Report

Alabama Public Library Service

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This publication is made possible in part by funds from the Library Services and Construction Act.

From The Director

Dear Alabama Librarians:

I am pleased to present to you the Alabama Public Library Service Annual Report for Fiscal Year 1993. This was a year for assessments and hope. APLS staff was able to identify what the impact was after several years of budget reductions, proration, and vacant staff positions. Services and programs which had been severely reduced or eliminated for several years were examined, redefined, and some partially resumed.

Agency priorities were identified as to the most critical needs that required attention. Several vacant positions were filled in the Regional Library for the Blind and Physically Handicapped Division and in Library Operations. These positions, all support staff, allowed the Regional Library and Operations staff to resume some services postponed during proration years. Other critical needs addressed during the year included replacing obsolete equipment and materials, rebuilding the print and nonprint collection, and resuming the activities in the Library Development area. The APLS Executive Board approved a format change in the audio visual services program from a 16mm film program to a VHS video-based program effective October 1, 1994.

APLS staff increased its visibility by traveling and meeting with librarians and library board members and by conducting several continuing education programs for librarians and trustees. To begin preparation for the next century, the Executive Board conducted seven public meetings across the state to listen to the needs of the library community. These needs have been categorized and will be the basis for a more formal statewide planning effort.

On behalf of the staff of the Alabama Public Library Service, we thank you for your continued support in 1993.

Sincerely yours,

Patricia L. Harris

Patricia L. Harris
Director

Alabama Public Library Service
Executive Board

Bragg Comer II, Chairman
District 3
Sylacauga

The Executive Board of the Alabama Public Library Service is pleased to present to you the 1993 annual report. The 1992-1993 fiscal year can best be categorized as a year for transitions. After several years of proration, the board did not have to deal with budget reductions, but instead could look towards the future. Hosting seven town meetings throughout the state, the members of the board listened to what librarians, trustees, and governmental officials had to say about public library services. These issues have been identified and will be addressed in a more formal statewide planning process.

The board approved the discontinuation of the 16mm film service effective October 1, 1994, and approved purchasing only videotapes in VHS format with public performance rights. Other actions taken by the board included approving the "APLS Guidelines for Staff Out-of-State Travel", the "APLS Americans with Disabilities Act Accessibility Plan", and approving nearly $1.2 million in federal Library Services and Construction Act grants.

On behalf of the members of the APLS Executive Board and staff I want to thank you for your continued support as we continually strive for excellence.

Martha Hosey
District 1
Gulf Shores

Glen R. Dunlap
District 2
Ozark

Walter J. Weatherly
District 4
Fort Payne

Bernard R. Malkmus
District 5
Huntsville

Virginia Doyle
District 6
Birmingham

William T. Harrison
District 7
Columbiana

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Agency Services

Fiscal 1993 was a year when the agency began its recovery from the previous year's financial challenges. During FY 1992, the agency lost staff members and reduced services when funds were not available for salaries or continued programs at APLS.

The agency began to deal with the cutbacks and make the most of staff and programs still remaining. During FY 1993, the Alabama Public Library Service began to ask the people it served for feedback on agency services and library issues.

APLS sponsored seven town meetings across the state to determine these local, statewide and APLS library issues. Nearly 200 people attended and gave their opinions about what they liked and what needed improving. The main issue at each meeting was, what else?, lack of money.

The issues generated at the meetings were grouped into six categories and provide an outline for the planning that will involve a large portion of the state's library community.

The 1993 summer library program theme "Al's Amazing Summer Circus" proved to be the most popular one ever. Nearly 50,000 children signed up to participate in the summer activities. This figure represents an 11 percent increase from the previous year.

Librarians presented 3,241 programs based on the amazing summer circus theme to more than 156,500 children. Libraries reported that a total of 839,168 books were read by Alabama children during the summer.

The Alabama Union List of Serials completed its third year at the agency. AULS contains the holdings of 129 libraries containing 29,045 unique titles.

Serving on the AULS Advisory Committee in 1993 were Margaret Bannister, Janette Curry, Sherida Downer, Bettye Forbus, Sue Medina, Lee Pike, Juanita Roberts, Pat Rodgers and ex-officio members from APLS, Robert Avant, Ruth Evans, Alice Stephens and Patricia L. Harris.

Library Operations was able to fill several positions lost during the previous year's financial crunch. New staff were trained and materials were purchased to enhance or replace existing equipment. APLS grants allowed 13 libraries to receive workstations and the ALICAT in CD-ROM.

(Continued on next page)

AGENCY SERVICES (CONTINUED)

In the Blind and Physically Handicapped Division, the purchase of new equipment and the hiring of additional staff members allowed the division to gain some breathing room. The purchase of compact shelving, an optical scanner, voice synthesizer and personal computer system for the blind and low-vision staff were major events for the division.

In FY 1993, the APLS staff experienced a year of growth and challenges. Growth replaced a few of the staff lost in FY 1992. Challenges showed the staff it could adjust and continue to provide services to the public.

Staff continues to meet these challenges daily as the agency provides quality service for its patrons and promotes high standards in library services for every Alabamian.

Judy Shepard, head of the Reference Department, demonstrates CD-ROM database search capabilities during a trip to the Alabama Legislature

Circulation

For FY 93, the Blind and Physically Handicapped Division gained four percent in circulation over FY 92. Disc circulation dropped by 500 to 9,235 titles while cassette circulation was 5,000 titles above the FY 92 level, at 114,823. Braille circulation increased by almost 1,300 volumes to 3,838, a 33 percent gain even through braille readership was down.

BPH began serving 756 new readers and lost 557 readers due to cancellation, death or transfers. There were 3,363 individual patrons and 97 institutions actively on the service through the regional library.

Staff handled 185 reference/referral questions, requested 79 interlibrary loans for its patrons and loaned out 1,472 ILLs for patrons at the subregional libraries. Walk-in patronage averaged 45 visits per month, usually for book pickups and machine exchanges.

In the Reference/Interlibrary Loan section, overall circulation increased by four percent with circulations through APLS to libraries dropping by 3.8 percent and circulations to state employees increasing by 21.5 percent.

Reference received 2.4 percent more requests overall. The overall fill rate for the year with requests of all kinds that could be filled in-house within 24 hours was 64.3 percent. Including requests that involved placing a reserve to fill brought the in-house fill rate to 67.4 percent. The average time required to fill a reserve was 16.3 working days.

The reference request fill rate was 98.5 percent, with a 1.2 percent drop in reference requests. However, reference requests from public libraries increased 2.8 percent.

There was a 14 percent drop in new borrowers registered in FY 93 over FY 92. Books lent in response to requests received over SOLINET increased 13.5 percent. Requests placed over OCLC to serve APLS patrons increased by 4.4 percent.

Eighty-one percent of the title requests were filled with 69 percent filled in-house when on-order titles were included.

In the AV Department, video circulation continued to climb. Circulation of videos was up 71.2 percent; times shown were up by 41.2 percent. Total audience was up by 70.2 percent.

Film circulation continued to drop as expected, down by 23.9 percent.

The decision of the Executive Board to stop circulating 16mm films as of September 30, 1994, enabled the AV staff to focus its emphasis on building up the video collection. Staff researched audiovisual booking systems and drafted bid invitations. The bid was awarded to Medianet at the end of August.

The AV Department processed 731 items into the collection, an increase of 630 percent. Two factors affected the increase — more staff and a significant budget.

Continuing Education

Workshops and training opportunities increased for public libraries in FY 93.

Staff benefitted from outside training received during the year.

In addition, reference staff planned eight workshops around the state. Four were held before the end of the fiscal year. The workshops were well-attended.

Also during the year, APLS focused attention on the continuing problems of personnel administration through two workshops coordinated by Library Development. One workshop centered on the importance of policies and how to develop a basic personnel manual. The second was a how-to explanation of writing job descriptions.

Grant workshops were held in Montgomery and Birmingham for public libraries planning to apply for FY 1994 LSCA grants. A separate workshop at APLS was held for institutional libraries and was attended by representatives from the departments of Corrrections, Mental Health and Youth Services.

Involved in the activities of the Regional Library for the Blind and Physically Handicapped were members of its BPH Consumer Advisory Committee. Its members are Ramona Koon, Lucy Brock, Raymond Bruce, Nancy McDaniel, Marie Hanks, Don Sims, Rita Houston, Mary Garrett, Louise Green, Steve Autrey, Jim Stovall, Mike Norris, Mike O'Conner, Angeline Pinckard, Jordan Todd, Wanda Veal, Doris McQuiddy and Jan Wright.

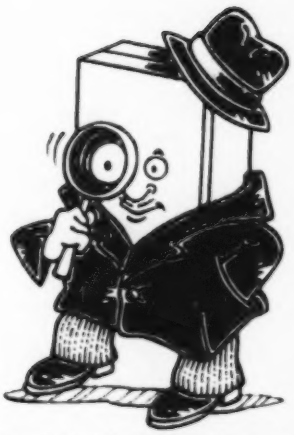
BPH conducted tours of the Regional Library or transportation was provided by the teacher for staff members to travel to local schools.

A representative of the National Library Service met with the Telephone Pioneers at a machine repair workshop conducted at BPH.

APLS co-sponsored "Good Leads to Good Reads", a reader advisory workshop with the University of Alabama School of Library and Information Studies. The workshop was well-attended.

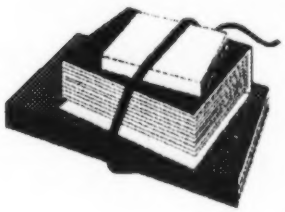
The Children's Book Review Program and the Summer Reading Program were maintained with the support of an energetic volunteer committee. The group planned the Spring Children's Librarians meeting, prepared bibliographies and provided descriptions of special activities for the summer program manual.

Members of the committee were Joyce Aycock, Lynn Ballard, Pam Champion, Glen Johnson, Shari Kantor, Nancy Magi, Angela Mollise, Margie Mullins, Karen Watkins and APLS representatives Julie Hare, Robyn Long, Fred Neighbors and Fara Zaleski.



"Good Leads to Good Reads," cosponsored by APLS and the University of Alabama, provided tips on recommending books for patrons.

PUBLICATIONS



The Alabama Public Library Service produced several publications for agency functions.

The agency's newsletter, *Cottonboll*, and the BPH publication, *WhAT'S LINE*, continued to be published on a quarterly basis. The biweekly *APLSauce* continued to be mailed to library directors and board chairmen.

Also, the agency published its annual publications, the annual report, *Library Directory and 1992 Statistical Report* and a three-volume, paper edition for AULS users. Other APLS publications included *Federal Public Library Programs in Alabama* and *Alabama Long Range Program for Library Development*.

Also, other publications such as brochures, flyers, catalogs and special projects were produced as needed.

Again this year, the Support Services Division produced materials for the 1993 summer library program, including a program manual, bookmarks, logs, posters and reading certificates.

Financial Responsibilities

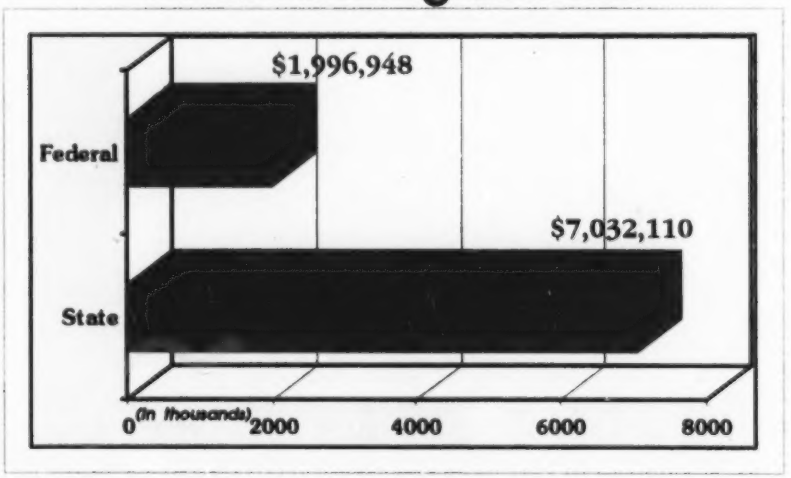
The APLS Executive Board approved grants of Library Services and Construction Act (LSCA) funds under Title I, Title II and Title III to public libraries, library systems and state agencies. Pages 10-11 contain a listing of these grants.

Members of the FY 1993 LSCA Advisory Council are Shirley Spears, Deborah Grimes, Barbara Roberts, William F. Niblett Jr., Ellen Ronnlund, Willa Dean Daniel, Rebecca Buckner, Annie Lucas Brown, Olympia McCracken, Annabel Stephens, Jerry Stephens, Paul Martin, Sara Wuska and Paulette Williams.

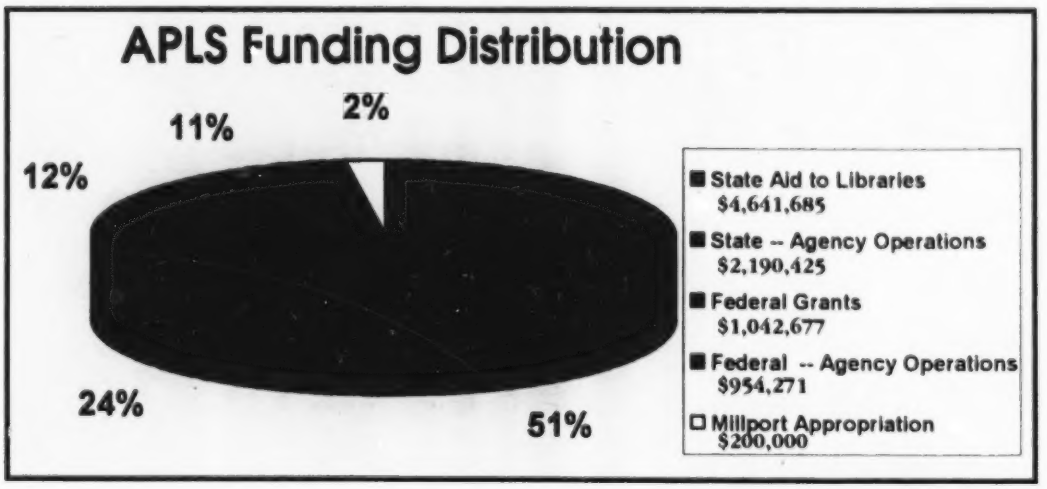
Training grants were awarded to one fulltime student and two parttime students for graduate study in library science.

A total of $4,641,685 or $1.15 per capita was awarded in State Aid for FY 93. Page 9 includes a breakdown of state aid totals.

APLS Funding Sources



APLS Funding Distribution



Libraries Receive State Aid in 1993

Akron Public Library	$ 540.00
Anniston-Calhoun County Public Library	123,107.00
Autauga-Prattville Public Library	39,494.00
B. B. Comer Memorial Library	14,449.00
Baldwin County Library System	102,353.00
Barbour County Library Cooperative	29,333.00
Birmingham Public-Jefferson Co. Library	755,799.00
Brent-Centreville Public Library	19,130.00
Carl Elliott Regional Library	103,546.00
Cheaha Regional Library	136,388.00
Chilton-Clanton Public Library System	37,459.00
Choctaw County Public Library	18,486.00
Citronelle Memorial Library	4,237.00
Clarke County Library Development Board	31,437.00
Cross Trails Regional Library	131,564.00
Cullman County Public Library	78,030.00
DeKalb County Public Library	63,071.00
Escambia County Cooperative Library	40,990.00
Evergreen-Conecuh County Public Library	16,219.00
Fayette County Memorial Library	20,729.00
Florence-Lauderdale Public Library	91,934.00
Foley Public Library	5,698.00
Gadsden-Etowah County Public Library	115,222.00
Greene County-Eutaw Public Library	2,632.00
Greenville-Butler County Library	25,265.00
H. Grady Bradshaw-Chambers County Library	42,557.00
Hale County—Greensboro Library	3,516.00
Hayneville/Lowndes Library System	13,669.00
Henry County Library Authority	17,743.00
Horseshoe Bend Regional Library	214,939.00
Houston-Love Memorial Library	93,861.00
Huntsville-Madison County Public Library	275,720.00
Ina Pullen Smallwood Memorial Library	7,673.00
Leighton Public Library	59,626.00
Macon County-Tuskegee Public Library	28,769.00
Marengo Library System	26,640.00
Marshall County Cooperative Library	81,745.00
Mildred B. Harrison Regional Library	110,770.00
Mobile Public Library	382,638.00
Monroe County Public Library	27,661.00
Montgomery City-County Public Library	241,298.00
Mose Hudson Tapia Public Library	2,834.00
Moundville Public Library	1,556.00
Northwest Regional Library	84,661.00
Oneonta Public Library	45,295.00
Orange Beach Public Library	2,600.00
Ozark-Dale County Public Library, Inc.	57,280.00
Perry County Library Development	14,725.00
Phenix City-Russell County Public Library	54,017.00
Pickens County Cooperative Library	23,888.00
Pike County Library Cooperative	31,846.00
Prichard Public Library	39,597.00
Robertsdale Public Library	2,771.00
Scottsboro Public Library	55,160.00
Selma-Dallas County Public Library	55,545.00
St. Clair County Library	57,714.00
Sumter County Library System	18,666.00
Talladega Public Library	20,975.00
Tuscaloosa Public Library	173,712.00
Union Springs Public Library	12,743.00
Washington County Public Library	19,266.00
Wheeler Basin Regional Library	214,300.00
White Hall Public Library	939.00
Wilcox County Library	15,658.00

LSCA Grant Recipients for FY 93

Library	Project	Amount
Ala. Dept. of Corrections	Alabama Prison System's Library Services	$ 26,467
Ala. Dept. of Mental Health/Men. Ret.	Services to Institutions	42,166
Ala. Dept. of Youth Services	Service to Institutions - D & E and ITU	6,100
Alabama Inst. for Deaf & Blind	Reader Advisement Automation	11,467
Albert L. Scott Public Library	Project Inform	4,244
	Reference Collection Development	10,000
Aliceville Public Library	Small Library Development	3,000
Annie L. Awbrey Public Library	Small Library Development	3,000
Anniston-Calhoun County Public Lib.	Collection Development—Non-Fiction	10,000
Arab Public Library	Small Library Development	3,000
Arley Public Library	Small Library Development	600
Ashland City Library	Small Library Development	3,000
Auburn Public Library	Collection Development—Science and Technology	10,000
B. B. Comer Memorial Public Library	Retrospective Conversion	8,595
Baldwin County Library System	Library Service to the Phyllis Nesbit Reg. Detention Center	5,000
Birmingham Public Library	MURL	25,000
Blountsville Public Library	Small Library Development	1,000
Calera Public Library	Project Inform	4,244
	Small Library Development	3,000
Carrollton Public Library	Small Library Development	3,000
Clyde Nix Public Library	Small Library Development	3,000
Collinsville Public Library	Small Library Development	2,000
Columbiana Public Library	Project Inform	4,244
	Small Library Development	3,000
Cordova Public Library	Small Library Development	600
Cross Trails Regional Library	CD-ROM Cataloging	5,000
	RILL	10,570
Cullman County Public Library	Collection Development	10,000
Daphne Public Library	Collection Development for Teens	6,000
Dekalb County Public Library	Literature Enhancement and Development	10,000
Dora Public Library	Small Library Development	3,000
Double Springs Public Library	Small Library Development	1,400
Earle A. Rainwater Memorial Library	Small Library Development	3,000
Emma Knox Kenan Public Library	Small Library Development	3,000
Florence-Lauderdale Public Library	Library Education and Training	1,000
Foley Public Library	Additional Equipment Grant	5,000
	Small Library Development	3,000
Gadsden Public Library	Collection Development - 300's & 600's	6,000
Gardendale Public Library	Small Library Development	3,000
Geraldine Public Library	Small Library Development	2,000
Gordo Public Library	Small Library Development	3,000
Grant Public Library	Small Library Development	3,000
Greenville-Butler Co. Pub. Library	Library Education and Training	1,000
	Collection Development	10,000
Haleyville Public Library	Small Library Development	3,000
Hayneville Public Library	Small Library Development	3,000
Helena Public Library	Project Inform	4,244
	Small Library Development	3,000
Hokes Bluff City Library	Small Library Development	3,000
Horseshoe Bend Regional Library	RILL	10,570
Houston-Love Memorial Library	Strengthening the Pure and Applied Sciences Collection	10,000
Huntsville-Madison Co. Public Lib.	Bookmobile Services to Madison County	40,000

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LSCA Grant Recipients for FY 93

Library	Project	Amount
Huntsville-Madison Co. Public Lib.	MURL	$ 25,000
	Providing Store-Front Library Service to NW Madison County	10,000
Ider Public Library	Small Library Development	3,000
Jasper Public Library	Collection Development: Dewey 300's	5,000
Kennedy Public Library	Small Library Development	1,000
Lallouise F. McGraw Public Library	Project Inform	4,244
	Small Library Development	3,000
Lincoln Public Library	Small Library Development	3,000
Lineville Public Library	Small Library Development	3,000
Lynn Public Library	Small Library Development	600
Macon County-Tuskegee Public Lib.	Technology Enhancement (On-Line Circulation System)	5,412
	Technology Enhancement - CD-ROM (Bibliofile)	5,000
Marengo Library System	Extension/Outreach Services	40,000
Marion-Perry County Library	Collection Development	3,000
MCHS Community Library	Small Library Development	3,000
Mildred B. Harrison Regional Lib.	RILL	10,570
Millport Public Library	Small Library Development	3,000
Mobile Public Library	MURL	25,000
Montgomery City-County Public Lib.	MURL	25,000
Newton Public Library	Small Library Development	3,000
North Shelby County Library	Collection Development	10,000
	Project Access	5,000
Northwest Regional Library	Purchase of a Replacement Bookmobile	40,000
Ozark-Dale County Public Library	Collection Development 500 and 600's	4,000
Parnell Memorial Library	Small Library Development	3,000
Pelham Public Library	Local Area Network: Creating a Library for the Next Century	5,000
	Raising Readers	1,350
	Taking Care of Business	5,000
Pickens County Cooperative Library	Project Enlighten: Serving the Young in Pickens County	10,000
Rainsville Public Library	Small Library Development	3,000
Reform Public Library	Small Library Development	3,000
Ruby Pickens Tartt Public Library	Small Library Development	1,200
Russellville Public Library	Small Library Development	3,000
Scottsboro Public Library	Audio and Music Collection Development	2,000
Selma-Dallas County Public Library	Collection Development	5,000
Sulligent Public Library	Small Library Development	3,000
Sumiton Public Library	Small Library Development	3,000
Sumter County Library System	Service to the Nursing Home	2,500
Tuscaloosa Public Library	Northport Library Circulation System	4,546
University of Alabama	Library Education and Training	5,000
Vernon Public Library	Small Library Development	1,000
Washington County Public Library	Children/Young Adult/Reference Collection Development	10,000
Weatherford Public Library	Small Library Development	3,000
Westside Public Library	Small Library Development	3,000
Wheeler Basin Regional Library	Carrie Matthews Deposit	10,000
	Hi/Lo Collection	10,000
	Juvenile Collection Development	8,000
	RILL	10,570
Wilsonville Public Library	Project Inform	4,244
	Small Library Development	3,000
Winfield Public Library	Small Library Development	3,000

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STAFF

September 30, 1993

Patricia L. Harris, Director

Administration

Executive Secretary	Sherry Hendrix Luna
Administrative Support	Margaret A. Batley
	Anne Renfroe
Assistant Director	Fred D. Neighbors
Administrative Services	Jim Dismukes
Division Secretary	Debbie Head
Business Office	Gail Broadway
	Kim Goodson
	Suelane Sansom
Facilities Maintenance	Eddie Vaughn
Support Services	Donald C. Hart
Computer Operator	Mary Payne
Programmer	Nancy Rhodes
Printing & Publications	Julie Hare

Library Development

Fred D. Neighbors, Head

General Consulting	Hulen E. Bivins
	Jim Smith

Library Operations

Alice G. Stephens, Head

Division Secretary	Betty Jordan
Receptionist/Switchboard Operator	Jennifer McLeod
Reference and Interlibrary Loan, Head	Judy Shepard
Government Documents Librarian	Vince Thacker
Reference Librarians	Al Craig
	Katie Ray
Reference Staff	Lucy Huck

STAFF

Library Operations (continued)

Interlibrary Loan/Online Searching Librarian	Jane Marks
Interlibrary Loan Staff	Judy Jarman
	G.K. Norris
	Velinda Jackson
Technical Services, Head	Janet Hamilton
Cataloger	June Brown
Cataloging Staff	Nadine Jenkins
	Carolyn Mallard
	Louise Peacock
State Databases, Head	Ruth Evans
AULS Librarian	Robert Avant
Acquisitions/Serials, Head	Gloria Norman
Acquisitions/Serials Staff	Ronald Barnes
	Ann Inman
	Jackye Shuler
Audiovisual, Head	Robyn Long
Audiovisual Librarian	Doradean Barnett
Audiovisual Staff	Dorothy Baker
	Beverly Davis
	Daphne Williams

Regional Library for the Blind and Physically Handicapped

Fara Zaleski, Head

Division Secretary	Alice Jenkins
Circulation Services	
Reader Advisors	Susan Clements
	Mike Coleman
Braille Librarian	Jimmy Gibson
Circulation Services	Deborah Gibson
	Maye Sims
Warehouse	Ralph Varden